

CAREER OPPORTUNITY



SARATOGA COUNTY JOB OPPORTUNITY

ANIMAL SHELTER

ANIMAL SHELTER SUPERVISOR

SALARY: \$64,935 Plus Excellent Benefits

This is an important position involving the supervision of the day-to-day activities of the Saratoga County Animal Shelter. The incumbent is responsible for the planning, organizing, and program development for the Animal Shelter's needs. Incumbent in this class will be responsible for the administration of the shelter facility including public relations, personnel and financial management. Duties are performed under the general supervision of the County Board of Supervisors (with considerable leeway) allowed in carrying out day-to-day activities of the shelter. Supervision is exercised over all staff and volunteers. Incumbent will perform related work as required.

MINIMUM QUALIFICATIONS:

- (A) Graduation from a regionally accredited or NYS registered college or university with a Bachelor's Degree in Business Administration, Public Administration, Economics, Accounting, Animal Science, Animal Industry or a closely related field and four years of full time experience or its part-time equivalent in the care and treatment of domestic animals in a veterinarian's office, kennel, animal shelter, or related work place, two years must have been in a supervisory position.
- (B) Graduation from a regionally accredited or NYS registered college or university with a Associate's Degree in Business Administration, Public Administration, Economics, Accounting, Animal Science, Animal Industry or a closely related field and six years of full time experience or its part-time equivalent in the care and treatment of domestic animals in a veterinarian's office, kennel, animal shelter, or related work place, two years must have been in a supervisory position.
- (C) Combination of Training and Experience to the limits of (A) & (B) above.

SEND RESUME/APPLICATION TO:

Margaret McNamara
Director of Personnel
Saratoga County Personnel Department
40 McMaster Street
Ballston Spa, NY 12020

"An Equal Opportunity Employer with an Affirmative Action Program"